

DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY
Material Storage Supervisor 1
Purchasing & Materials

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on a current examination list.

Location: Torrington Rd, Winchester, CT

Job Posting No: 31690

Hours: 8:00am to 4:00pm

Salary: TC-16 \$41,878 to \$54,381 annual

Closing Date: October 11, 2012

Eligibility Requirement: Candidates must have applied for and passed the Material Storage Supervisor 1 exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Knowledge, Skills and Abilities:

Knowledge of the principles and procedures of efficient warehousing and material handling; interpersonal skills; oral and written communication skills; some supervisory ability.

General Experience:

Three (3) years' experience in stock or warehouse work or closely related work that could reasonably be expected to provide the knowledge, skill and ability listed above.

Special Experience:

One (1) year of the General Experience must have involved the full range of stores duties, including receiving, storing, issuing, inventorying, inspecting, etc.

Special Requirement:

The appointing authority may require possession of an appropriate current license or permit during employment in this class.

Physical Requirement:

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

Working Conditions:

Incumbents may be required to lift moderate to heavy weights; may be exposed to weather conditions and may be required to handle hazardous materials/chemicals.

Note: For State employees, the Special Experience will be interpreted at or above the level of Storekeeper.

The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application CT-HR12 for Employment to:

Connecticut Department of Transportation
Janice Snyder
P.O. Box 317546
Newington, CT 06131-7546
Fax: 860-594-2302
Email: Janice.A.Snyder@ct.gov

State employees must include copies of their last two (2) service ratings.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.